



Agenda Posted: 6/23/15  
Amended Agenda Posted: 6/29/15

CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF FUNERAL SERVICES**

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**PUBLIC MEETING NOTICE:** **Delaware Board of Funeral Services**

**DATE AND TIME:** **Tuesday, June 30, 2015 at 10:00 a.m.**

**PLACE:** 861 Silver Lake Boulevard, Dover, Delaware  
**Conference Room B**, second floor of the Cannon Building

**APPROVED:**

**AMENDED AGENDA**  
(Amended items are indicated by an asterisk\*)

- 1.0 **CALL TO ORDER**
- 2.0 **REVIEW AND APPROVAL OF MINUTES**
  - 2.1 March 24, 2015
- 3.0 **UNFINISHED BUSINESS**
  - 3.1 2010-2012 CONTINUING EDUCATION AUDIT – STATUS OF DEFICIENT & FAILED AUDITS
    - 3.1.1 Robert Lakatos – submitted 5 CEUs
    - 3.1.2 William Zwicharowski – review notification of deficiency
    - 3.1.3 Timothy Meyers – review notification of deficiency
  - 3.2 Funeral Procession Legislation
- 4.0 **NEW BUSINESS**
  - 4.1 RATIFICATION OF LICENSURE
    - 4.1.1 Lance Frati, Funeral Resident Intern\*
  - 4.2 REVIEW OF RESIDENT INTERN REPORTS -- None
  - 4.3 REVIEW OF APPLICATIONS FOR LICENSURE
    - 4.3.1 Jonathan Fedora, Funeral Director
  - 4.4 REVIEW OF APPLICATIONS FOR CONTINUING EDUCATION APPROVAL
    - 4.4.1 CCBC Mortuary Science Program – Brian W. Burke
      - 4.4.1.1 Spring CEU Seminar, April 24, 2015, Requesting 3.5 CEUs
- 5.0 **COMPLAINT UPDATES AND CONSENT AGREEMENTS**
  - 5.1 COMPLAINT UPDATES
    - 5.1.1 #27-04-14 (Torbert) Dismissed due to 'Insufficient Evidence'
    - 5.1.2 #27-01-15 (not assigned) New Complaint / Sent to AG's office
    - 5.1.3 #27-02-15 (not assigned) New Complaint
  - 5.2 HEARING OFFICER RECOMMENDATIONS – None
  - 5.3 CONSENT AGREEMENTS – None

**6.0 CORRESPONDENCE**

**6.1** The Conference Update – June, 2015 Memo re: NBE Instant Test Results

**6.2** The Conference – Presentation Submission for 112<sup>th</sup> Annual Meeting

**7.0 OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

**8.0 PUBLIC COMMENT**

**9.0 NEXT MEETING** – Tuesday, July 28, 2015 at 10:00 a.m., Second Floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, DE 19904

**10.0 ADJOURNMENT**

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date (excluding weekends and State holidays):

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**BOARD MEMBERS:** PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.